



## Jefferson County Canvassing Board

Rose Ann Carroll, Auditor / Canvassing Board Chair

Kathleen Kler, County Legislative Authority Chair

Michael Haas, Prosecuting Attorney

1820 Jefferson St. / P O Box 563, Port Townsend, WA 98368

(P) 360.385.9118 ♦ (F) 360.385.9228

### Canvassing Board Meeting Jefferson County WA

Date & Time: May 6, 2016 / 1:00 p.m.  
Location: Auditor's Office  
Purpose: Certify April 26, 2016 Special Election  
(10 days after Special & PP / 14 days after Primary / 21 days after General)

Meeting called to order at 1:00 p.m. by Betty Johnson, Election Coordinator.

#### Canvassing Board Members:

Rose Ann Carroll, County Auditor

Kathleen Kler, County Legislative Authority

David Alvarez, Deputy County Prosecuting Attorney

The Canvassing Board met May 5, 2016 at 10:05 a.m. to resolve challenged ballot issues in preparation for final certification on May 6, 2016. See pages 3 & 4.

#### Required Oaths:

- Oath of County Auditor: County Legislative Authority, or their designee, to administer the oath pursuant to RCW 29A.60.200 and signed by all three members at the beginning of the meeting.
- Delegation of Authority and Oaths for Canvassing Board Members or their designee: WAC 434-262-015. Obtained and filed with election materials.
- Oath for Personnel: Pursuant to WAC 434-250-120(3), this oath is required for the Auditor's Staff. Obtained and filed with election materials.

#### Required Notices:

- Notice of Election (RCW 29A.52.355): Published in the Port Townsend Jefferson County Leader in the March 23, 2016 issue and posted on the Elections web page.
- Notice of Availability of Services (RCW 29A.04.220). Included in Notice of Election.
- Notice of Logic & Accuracy Test (WAC 434-335-320). Included in Notice of Election.
- Notice to Political Parties - Sent via email March 16, 2016: Provided them with schedule of events & requested official observers.

#### Test Deck:

Used to verify the tabulating equipment is accurately tabulating the votes cast as marked. The in-house Unofficial Logic and Accuracy test was completed March 17, 2016. The Official Logic and Accuracy test was completed March 29, 2016. Another Logic and Accuracy test was completed April 12, 2016 due to overlapping elections.

#### Ballot Count - Cumulative & Precinct Reports for the following counts:

April 26, 2016 – Election Night count

April 27, 2016 – Additional ballots counted.

April 28, 2016 – Additional ballots counted

May 5, 2016 – Final printout to be used for certification.

**AutoMARK: (Disability Voting Access Unit)**

One machine was programmed and ready for use 20 days prior to the election. NO voters used it for this election.

**Logs:**

Seal Logs: Used to verify all election related materials remain under dual control at all times.

Spoiled Ballot Logs / Spoiled Ballots: Verifies all ballots spoiled are accounted for and secured with canvassing materials. A total of 48 ballots were duplicated (1.31%).

System log. for ballot tabulator: Showing no unauthorized access was made.

**Undeliverable Ballots:**

There were a total of 99 (1.03%) undeliverable ballots out of 10,270 mailed. They will be used for file maintenance in the voter registration database.

**Reconciliation Report:**

The number of ballots counted equals the number of voters given credit.

The number of All Mail Ballots voted and returned to the auditor is reported on the Cumulative Ballots Returned by Voting Precinct report. The number of returned ballots tabulated by precinct is verified with this report.

**Challenged Ballots:**

Challenge letters were sent to voters with instructions how to resolve the challenge. Per RCW, on May 2, 2016, a follow up phone call (if phone number was available) was made to those voters who did not respond to the challenge letter. They had until the day prior to certification to resolve the challenge.

**Miscellaneous:**

- Replacement ballots (AVMR022): A total of 33 replacement ballots were issued.
- Ballots Deposited at Drop Sites (AVMR043): 4338 (28.7%).

Preliminary Canvassing Board Meeting on May 5, 2016 to resolve ballots referred to them.

Meeting called to order at 10:00 a.m. All Canvassing Board Members were present.

Summary of Ballots referred to the Canvassing Board (May 5, 2016):

• Post Marked Too Late (G-1)	<u>11</u>
• No Signature (G-2)	<u>21</u>
• Two ballots in one return envelope - one signature on declaration (G-3)	<u>1</u>
• Questionable Signatures (#'s 1 – 33)	<u>33</u>
• Signed by Someone Else / Attempted to vote twice? (# 34)	<u>1</u>
• Ballot returned by cancelled voter - cancelled after ballot was issued (# 35)	<u>1</u>
• Voter Intent Issue (# 36)	<u>1</u>

**Total Ballots Referred to Canvassing Board:** **69**

**Group Item #'s**

<b>G-1</b>	Post Mark Too Late (11)	Authorization to reject: Yes
<b>G-2</b>	No Signature (21)	Authorization to reject: Yes
<b>G-3</b>	Two Ballots in one envelope (1)	Authorization to reject: Yes

Item #	Description	Accept	Reject	Refer to PAO
1	Questionable Signature		X	
2	Questionable Signature		X	
3	Questionable Signature	X		
4	Questionable Signature		X	
5	Questionable Signature	X		
6	Questionable Signature	X		
7	Questionable Signature	X		
8	Questionable Signature		X	
9	Questionable Signature	X		
10	Questionable Signature	X		
11	Questionable Signature	X		
12	Questionable Signature	X		
13	Questionable Signature	X		
14	Questionable Signature	X		
15	Questionable Signature	X		
16	Questionable Signature	X		
17	Questionable Signature	X		
18	Questionable Signature		X	
19	Questionable Signature		X	
20	Questionable Signature		X	
21	Questionable Signature		X	
22	Questionable Signature	X		
23	Questionable Signature	X		
24	Questionable Signature	X		
25	Questionable Signature	X		
26	Questionable Signature	X		
27	Questionable Signature	X		
28	Questionable Signature	X		
29	Questionable Signature		X	
30	Questionable Signature	X		
31	Questionable Signature	X		
32	Questionable Signature	X		

Item #	Description	Accept	Reject	Refer to PAO
33	Questionable Signature		X	
34	Attempted to Vote Twice (Signed by someone else?)			X
35	Voter Cancelled After Ballot was Issued		X	
36	Voter Intent Issue		X*	

\*Not able to determine voter intent – ballot not counted.

Challenged ballots accepted by the Canvassing Board on 5/5/16, as noted above, were processed and included in the final count.

Number of Ballots Rejected by Canvassing Board: 45 ballots rejected on 5/5/16.

All ballots referred to the Canvassing Board will be packed in the retention box.

Need a motion to reject item #'s G-1, G-2, G-3 and 12 items as noted above.

Motion made by: David Alvarez

Motion Second by: Kathleen Kler

All in favor: Motion passed unanimously.

Need a motion to adjourn.

Motion made by: Kathleen Kler

Motion Second by: David Alvarez

All in favor: Motion passed unanimously.

Canvassing Board Meeting on May 5, 2016 to resolve ballots adjourned at 11:05 a.m.

Total All Mail Ballots Issued: **10,270** (there were 3 ACP voters for this election). 1 ACP ballot was returned and counted.

Total All Mail Ballots Returned as valid and reconciled with credit for voting: **6335** (includes ACP ballot)

**Other Canvassing Items Include:**

- All correspondence pertaining to this election.
- Affidavits of Publication.
- Correspondence for all resolved & unresolved challenged ballots (to include call center log).
- Certification of Mailing for Mail Ballots
- Record of Emailed ballots.

**Security:**

All materials for canvassing this election, including all voted ballots, spoiled ballots and declaration envelopes, were secured with a numbered seal will remain in secure storage until the law allows them to be packed for the time passes for a recount. At that time, materials will be placed in retention boxes with paper seals on them and sent to retention at the time specified by law. RCW 29A.60.110

**Recount:**

- At the time of certification, a mandatory recount was not required.
- The last day to request a recount is May 8, 2016 (within 2 days of certification). The board will be notified immediately if a recount is requested.

Certificate of Canvassing Board signed.

**Official returns will be sent to:**

Districts on ballot:

- Chimacum School District No. 49
- Quilcene Fire Protection District No. 2

These minutes shall be open to public inspection. RCW 42.32.030

Motion to adjourn:

Motion made by: \_\_\_\_\_ Motion Second by: \_\_\_\_\_

All in favor: Motion carried \_\_\_\_\_.

Meeting Adjourned at \_\_\_\_\_ p.m.

Dated at Port Townsend, Washington this 6<sup>th</sup> day of May 2016.

---

Rose Ann Carroll, County Auditor

---

Kathleen Kler, County Legislative Authority

---

David Alvarez, Deputy, County Prosecuting Attorney